



**Contract Reference Cover Sheet**

<i>Responsible Department:</i> <i>Contact person in your office:</i> <i>Address:</i> <i>E-mail:</i> <i>Telephone:</i>	<i>Materials Management Department</i> <i>Mary Quintero-Herrera</i> <i>124 W. 8th Street</i> <i>mary.quintero@ci.austin.tx.us</i> <i>512-972-3266</i>
<i>Project Name &amp; Description:</i> <i>Contractor/Vendor/Party:</i> <i>Contract Period:</i> <i>Extension Options:</i>	<i>Portable Water Coolers</i> <i>Security Safety and Supply</i> <i>8/27/07 – 8/26/08</i> <i>Two 12 month options</i>
<i>Reference No.:</i> <i>Requisition No.:</i> <i>Solicitation No.:</i> <i>RX No.:</i>	<i>Contract GA070000162</i> <i>RQM 7400-07032800646</i> <i>MQH0007 (IFB)</i> <i>N/A</i>
<i>Agenda Item Number:</i> <i>Date Approved by Council:</i>	<i>26</i> <i>August 23, 2007</i>

**NOTE: Forward this document electronically to OCC Research. It will be attached to the approved ordinance or resolution and given to customers seeking information about the contract.**